

VIRTGAME  
Primeline Sports Book Contest V4.6  
Suggested Trial Procedures

Football Contest System

1. Registered sports book employees (Regulation 22.035) should provide close supervision of writers and cashiers.
2. Each day accounting or auditing personnel shall (for 30 days):
  - a. Foot the sports contest fees on the Sport Contest Registration – Recap and trace totals to the following:
    - i) Station Activity Report
    - ii) Contest Cash Report
    - iii) Station Cash Report
    - iv) Operator Transactions Report
  - b. Review the Sport Contest Tickets-Recap report for continuous sequencing of tickets.
  - c. Review all voids on the Sport Contest Tickets – Recap for propriety and regulation compliance and trace to the Exceptions Report.
3. Weekly (for the first of 4 weeks):
  - a. For the weekly winners on the Weekly Sport Contest – By Wins w/Payouts:
    - i) Verify that the wins, losses and ties on the Sport Contest Contestant Report are accurately reflected based upon the patron's picks and winning teams.
    - ii) Verify actual winning teams to the Sport Event Results.
  - b. When payouts are made, foot and trace the contest payouts, individually and in total, from the Operator Transactions Report to the following:
    - i) Station Activity Report
    - ii) Contest Cash Report
    - iii) Station Cash Report
  - c. Verify the total payout for the week is in agreement with the contest rules.
4. The following procedures should be performed for the season winners:
  - a. For the season to date winners on the Grand Prize Payouts - By Wins:

- i) Verify that the wins, losses and ties on the Sport Contest Contestant Report are accurately reflected based upon the patron's picks and winning teams.
  - ii) Verify actual winning teams to the Sport Event Results.
- b. Foot and trace the contest payouts, individually and in total, from the Operator Transactions Report to the following:
  - i) Station Activity Report
  - ii) Contest Cash Report
  - iii) Station Cash Report
- c. Verify the total payout for the grand prize winners is in agreement with the contest rules.

#### General

1. Review the Exceptions Report on a daily basis for propriety of transactions and unusual occurrences. Any exceptions noted should be investigated and resolved.